

Travel & Expense Account Summary

Employee Name Therese DELGADILLO
Expense Dates 04/10/10-04/21/10
Report Name 9001--April 2010

Request Total \$ 814.02
Direct Charge Total - 756.02
Travel Advances - 0.00
Net Due Employee = 58.00

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	April 21, 2010	8.00
Regular Travel	April 16, 2010	403.01
Regular Travel	April 10, 2010	403.01

NOTE: (d)=Direct Charge

DATE	Sat Apr 10	Sat Apr 10								TOTAL
Commercial Air Fare (d)	319.40									319.40
Auto Rental (d)	58.61									58.61
Breakfast	6.00									6.00
Mileage, Personal Auto	5.00	5.00								10.00
Parking, Auto	9.00									9.00
TOTALS \$	398.01	5.00								403.01

DATE	Fri Apr 16	Fri Apr 16								TOTAL
Commercial Air Fare (d)	319.40									319.40
Auto Rental (d)	58.61									58.61
Breakfast	6.00									6.00
Mileage, Personal Auto	5.00	5.00								10.00
Parking, Auto	9.00									9.00
TOTALS \$	398.01	5.00								403.01

Travel & Expense Account Summary

DATE	Wed Apr 21									TOTAL
Parking, Auto	8.00									8.00
TOTALS \$	8.00									8.00